

HARRISON COUNTY SHERIFF DEPARTMENT TRAINING RECORD

NAME: KELLY, ANNIEBADGE #: 181DIVISION: CORRECTIONSDATE HIRED: 2/3/03

40-HOUR PRE-SERVICE TRAINING COURSE	X	6-Feb-03	40 HOURS	REMARKS
WORKING PLACE FIRST AID	X	6-Feb-03		
OC SPRAY	X	6-Feb-03		
USE OF RESTRAINTS	X	6-Feb-03		
CRIME SCENE PROCEDURES	X	18-Feb-03		
EMERGENCY KEYS		1-Mar-03	15 MIN	
EMERGENCY HURRICANE PROCEDURE		5-Mar-03	15 MIN	
POST COMPLETION: BOOKING CONTROL		8-Mar-03	15 MIN	
POST COMPLETION: CONTROL ROOM	X	11-Mar-03	16 HRS	
POST COMPLETION: FLOOR OFFICER	X	12-Mar-03	16 HRS	
HUNGER STRIKE	X	18-Mar-03	16 HRS	
PFCT TRAINING		22-Mar-03	15 MIN	
KEY REGISTRY AND CHIT ID TAGS	X	19-Jun-03	5 HRS	
POST COMPLETION: FRONT DESK		25-Jun-03	15 MIN	
POST COMPLETION: MEDICAL ROVER	X	26-Jun-03	16 HRS	
ORDERS UPDATE, PAYROLL AND OVERTIME CHANGES	X	5-Jul-03	16 HRS	
EMERGENCY KEY BOXES IN CENTRAL ROOMS (FIRE)		27-Jul-03	15 MIN	
POST COMPLETION: PERIMETER ROVER		29-Jul-03	15 MIN	
POST COMPLETION: ROVER	X	6-Aug-03	16 HRS	
FIRST AID AND CPR	X	5-Sep-03	16 HRS	
EMPLOYEES AND INMATE CULTURE	X	11-Sep-03	4 HRS	
PERSON CELL SEARCH		8-Oct-03	15 MIN	
PROMOTION	X	6-Nov-03	4 HRS	
GANGS	X	1-Dec-03		
SIGN LANGUAGE	X	21-Jan-04	4 HOURS	
SEXUAL HARASSMENT	X	12-Feb-04	4 HOURS	
OC SPRAY	X	13-May-04	3 HOURS	
HOW NOT TO BECOME A HOSTAGE	X	24-Jun-04	1 HRS	
EVIDENCE	X	15-Jul-04	4 HRS	
SECURITY SUPERVISION	X	3-Aug-04	2 HRS	
USE OF FORCE		22-Sep-04	15 MIN	
RIOTS AND DISTURBANCES	X	22-Sep-04	4 HRS	
		24-Sep-04	15 MIN	

LAST UPDATED 2/28/2008

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HARRISON COUNTY SHERIFF DEPARTMENT TRAINING RECORD

REPLACEMENT OF INMATE ID BANDS	16-Dec-04	15 MIN
MAIL, TELEPHONE, AND VISITING	21-Dec-04	15 MIN
SUICIDE WATCH	22-Dec-04	15 MIN
SUICIDE CRISIS INTERVENTION	23-Dec-04	15 MIN
CLASS/CERTIFICATION	DATE	TRAINING HOURS
AREA RESTRICTED KEYS, VISITORS ARRIVAL TIME, GENERAL		

NAME: _____

BADGE #: _____

CONTINUATION SHEET

DATE HIRED: _____

CLASS/CERTIFICATION	DATE	TRAINING HOURS	REMARKS
ANNUAL MILITARY, AND TRAINING LEAVE REQUEST	28-Dec-04	15 MIN	
CODE OF ETHICS	29-Dec-04	15 MIN	
SUICIDE WATCH AND COLOR CODE FOR FIRE EVACUATION	30-Dec-04	15 MIN	
HEALTH CARE SERVICE	3-Jan-05	15 MIN	
RELIGIOUS PROGRAMS	4-Jan-05	15 MIN	
DRUG FREE WORK PLACE	5-Dec-04		
HEALTH CARE SERVICE (SICK CALL)	5-Jan-05	15 MIN	
CHANGE OF CUSTODY	11-Jan-05	15 MIN	
EMPLOYEE DRESS AND GROOMING STANDARDS	12-Jan-05	15 MIN	
CRIME SCENE PROCEDURES	13-Jan-05	15 MIN	
INMATE ARMBANDS	17-Jan-05	15 MIN	
SECURITY SUPERVISION	20-Jan-05	15 MIN	
SEARCHING OF INMATES	23-Jan-05	15 MIN	
MALE OFFICERS ENTERING FEMALE HOUSING AREA	24-Jan-05	15 MIN	
TOWER CONTROL OPERATIONS MANUALS	27-Jan-05	15 MIN	
CASE NUMBERS / NOTIFICATION	30-Jan-05	15 MIN	
ATTENDANCE RECORDS	31-Jan-05	15 MIN	
RADIO COMMUNICATION	1-Feb-05	15 MIN	
ESCAPE / ASSAULT RISK INMATES	8-Feb-05	15 MIN	
SEARCH OF AN INMATE	14-Feb-05	15 MIN	
B/F HOUSING	16-Feb-05	15 MIN	
SENDING HCADC STAFF TO MEDICAL	20-Feb-05	15 MIN	
SPECIAL SECURITY	21-Feb-05	15 min	
CONTACTING SHERIFF PAYNE	22-Feb-05	15 MIN	

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HARRISON COUNTY SHERIFF DEPARTMENT TRAINING RECORD

PERSONAL BAGS / MEDICAL SECTION	24-Feb-05	15 MIN
REPORT WRITING	X 24-Feb-05	4 HR
EARLY RETURN OF KEYS	27-Feb-05	15 MIN
SCHEDULE FOR INMATES DAYROOM TIME	28-Feb-05	15 MIN
SCHEDULE FOR INMATES DAYROOM TIME	2-Mar-05	15 MIN
INMATE NON-CONTACT LIST	3-Mar-05	15 MIN
PERSONAL BAGS / MEDICAL SECTION	7-Mar-05	15 MIN
NOTIFICATION OF MEDICAL STAFF	8-Mar-05	15 MIN
6/30/04 MEMO: MEDICATION PASS	9-Mar-05	15 MIN
PPCT	X 10-Mar-05	4 HRS
12-22-04 MEMO: DAMAGED OR DESTROYED PROPERTY	10-Mar-05	15 MIN
FOOD TRAY VERIFICATION	13-Mar-05	15 MIN
ACA STANDARDS OF TRAINING	14-Mar-05	15 MIN
7/27/01 MEME: INMATE ACCOUNTABILITY	15-Mar-05	15 MIN
9/30/01 MEMO: SEARCH OF MAIL	16-Mar-05	15 MIN
9/10/01 MEMO: USE OF TOBACCO PRODUCTS	17-Mar-05	15 MIN
POLICY AND PROCEDURES: SEARCH	22-Mar-05	15 MIN
POLICY AND PROCEDURES: INMATE WORKERS	23-Mar-05	15 MIN
3/22/05 MEMO: OFF-DUTY UNIFORM GUIDELINES	24-Mar-05	15 MIN
HEALTH CARE: INMATE ILLNESS OR DEATH	27-Mar-05	15 MIN
HEALTH CARE: INMATE ILLNESS OR DEATH	28-Mar-05	15 MIN
ACA 18.001 INMATE RELEASE PROCEDURES	28-Mar-05	15 MIN
ACA 21.004 PROGRAMS, RECREATION	29-Mar-05	15 MIN
ACA 09.002 SAFETY & EMERGENCY PROCEDURES: FLAMMABLE, TO:	30-Mar-05	15 MIN
POLICY & PROCEDURES: SPECIAL NEEDS INMATES	31-Mar-05	15 MIN
P&P: FOOD SERVICE-SPECIAL DIETS	4-Apr-05	15 MIN
P&P: SAFETY AND EMERGENCY-INMATE DEATHS	5-Apr-05	15 MIN
P&P:FLAMMABLE, TOXIC, AND CAUSTIC MATERIAL	6-Apr-05	15 MIN
P&P: INMATE ACCOUNTS	7-Apr-05	15 MIN
SECURITY AND CONTROL: CONTROL OF CONTRABAND	10-Apr-05	15 MIN
INMATE RELEASE PROCEDURES: ESCORTED LEAVES	11-Apr-05	15 MIN
6/2/00 MEMO: MAINTENANCE WORKERS	12-Apr-05	15 MIN
HEALTHCARE: INMATE MEDICAL RECORDS	13-Apr-05	15 MIN
SANITATION & HYGIENE: CLOTHING, BEDDING SUPPLIES, BATHING	14-Apr-05	15 MIN
ADMINISTRATION & MANAGEMENT: TABLE OF ORGANIZATION	17-Apr-05	15 MIN
3/14/01 MEMO: FILING CHARGES / SIMPLE ASSAULT	18-Apr-05	15 MIN
6/2/00 MEMO: MAINTENANCE WORKERS	19-Apr-05	15 MIN

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HARRISON COUNTY SHERIFF DEPARTMENT TRAINING RECORD

MEMORANDUM-PERSONNEL: EMPLOYEE REIMBURSEMENT	20-Apr-05	15 MIN
PERSONNEL: EMPLOYEE IDENTIFICATION CARDS	21-Apr-05	15 MIN
MEMO-ADMIN & MANAG.: FACILITY GOALS, PURPOSE, & MISSION	24-Apr-05	15 MIN
PERSONNEL: DRUG FREE WORK PLACE	25-Apr-05	15 MIN
FOOD SERVICE: SPECIAL DIETS	27-Apr-05	15 MIN
SECURITY & CONTROL: FORCED CELL MOVES	16-May-05	15 MIN
PERSONNEL: REVIEW OF STAFFING REQUIREMENTS	17-May-05	15 MIN
INMATE RIGHTS: ACCESS TO MEDIA	18-May-05	15 MIN
INMATE RIGHTS: GENERAL LIBRARY SERVICES	19-May-05	15 MIN
INMATE RELEASE PROCEDURES: RELEASE PREPARATION	22-May-05	15 MIN
PERSONNEL: REVIEW OF STAFFING REQUIREMENTS	23-May-05	15 MIN
SECURITY & CONTROL: CORRECTIONAL OFFICER ASSIGNMENTS	24-May-05	15 MIN
SECURITY & CONTROL: ARMORY ENTRY PROCEDURES	25-May-05	15 MIN
PERSONNEL: REVIEW OF STAFFING REQUIREMENTS	26-May-05	15 MIN
RELIGIOUS SERVICES: INMATE MARRIAGE	31-May-05	15 MIN
LIBRARY SERVICES: INMATE ASSISTANTS	1-Jun-05	15 MIN
PERSONNEL: SEXUAL HARASSMENT	2-Jun-05	15 MIN
TRAINING & STAFF DEVELOPMENT: REFERENCE SERVICES	5-Jun-05	15 MIN
6/2/05 MEMO: B/F CAPACITY	6-Jun-05	15 MIN
SAFETY & EMERGENCY PROCEDURES	8-Jun-05	15 MIN
HEALTH CARE: SPECIAL HEALTH CARE PROGRAMS	9-Jun-05	15 MIN
PROHIBITION ON MEDICAL EXPERIMENTATION	12-Jun-05	15 MIN
CLASSIFICATIONS: SPECIAL NEEDS INMATES	13-Jun-05	15 MIN
ADMINISTRATION: ROLE OF OUTSIDE AGENCIES & MANAGEMENT	14-Jun-05	15 MIN
ADMIN: DETENTION CENTER INSPECTIONS & INVESTIGATIONS	15-Jun-05	15 MIN
SECURITY AND CONTROL	16-Jun-05	15 MIN
PERSONNEL: PERSONNEL SELECTION & RETENTION	19-Jun-05	15 MIN
PERSONNEL: SEXUAL HARASSMENT	21-Jun-05	15 MIN
SECURITY & CONTROL: USE OF RESTRAINTS	22-Jun-05	15 MIN
SECURITY & CONTROL: CONTROL ACCESS, USE OF KEYS, LOCKS &	23-Jun-05	15 MIN
ADMIN. & MANAGEMENT: FACILITY GOALS, PURPOSE & MISSION	24-Jun-05	15 MIN
ADMINISTRATION: ROLE OF OUTSIDE AGENCIES & MANAG.	28-Jun-05	15 MIN
CITIZEN INVOLVEMENT & VOLUNTEER	29-Jun-05	15 MIN
SECURITY & CONTROL: USE OF FIREARMS	30-Jun-05	15 MIN
EMERGENCY & SECURITY PROCEDURES	X 21-Jun-05	4 HRS
INMATE RIGHTS: ACCESS TO MEDIA	5-Jul-05	15 MIN
SECURITY & CONTROL: CONTROLLED ACCESS & USE OF VEHICLES	6-Jul-05	15 MIN

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HARRISON COUNTY SHERIFF DEPARTMENT TRAINING RECORD

SUICIDE PRECAUTIONS & SIGNS OF SUICIDE RISK	X 7-Jul-05	3 HRS
LIBRARY SERVICES: INMATE ASSISTANTS	8-Jul-05	15 MIN
EMERGENCY HURRICANE PROCEDURES	9-Jul-05	15 MIN
ADMIN & MANAGT: APPOINTED PERSONNEL & MANAGT TABLE OF C	13-Jul-05	15 MIN
PERSONNEL: CODE OF ETHICS	14-Jul-05	15 MIN
PERSONNEL: CODE OF ETHICS	19-Jul-05	15 min
INFORMATION SYSTEM&RESEARCH:MASTER INDEX & DAILY RPTS	20-Jul-05	15 MIN
SECURITY & CONTROL:SECURITY REVIEW OF PERSONS ENT/EXIT	21-Jul-05	15 MIN
OFFICER SAFETY	22-Jul-05	15 MIN
ADMINISTRATION: LEGAL ASSISTANCE	26-Jul-05	15 MIN
PERSONNEL:EMPLOYEE DRESS & GROOMING STANDARDS	27-Jul-05	15 MIN
INMATE RELEASE PROCEDURES:RELEASE PREPARATION	29-Jul-05	15 MIN
FISCAL: FISCAL RESPONSIBILITY MGT AND BUDGETING CONTROL	2-Aug-05	15 MIN
SPECIAL MGT INMATES:PRE-HEARING/DISCIPLINARY/PROTECTIVE	3-Aug-05	15 MIN
SEXUAL HARASSMENT	X 4-Aug-05	3 HRS
POLICY & PROCEDURE: FEMALE INMATES	4-Aug-05	15 MIN
ACA: HUNGER STRIKE	5-Aug-05	15 MIN
POLICY & PROCEDURE: FACILITY GOALS,PURPOSE & MISSION	9-Aug-05	15 MIN
POLICY & PROCEDURE: GENERAL RULES OF CONDUCT	10-Aug-05	15 MIN
POLICY & PROCEDURE: CHAIN OF COMMAND	11-Aug-05	15 MIN
POLICY & PROCEDURE: PERSONNEL RECORDS	12-Aug-05	15 MIN
ACA CERTIFICATE: CORRECTIONAL SUPERVISION I	X 12-Aug-05	40 HRS
POLICY & PROCEDURE: DISABLE INMATES	13-Aug-05	15 MIN
POLICY & PROCEDURES: KEY CONTROL	16-Aug-05	15 MIN
POLICY & PROCEDURES: PERSONNEL SELECTION & RETENTION	17-Aug-05	15 MIN
ACA CERTIFICATE: WORKING W/ MANIPULATIVE INMATES	X 17-Aug-05	24 HRS
POLICY & PROCEDURES: MONTHLY STATISTICAL REPORTING	18-Aug-05	15 MIN
POLICY & PROCEDURES: LEGAL ASSISTANCE	19-Aug-05	15 MIN
SECURITY & CONTROL: ARMORY ENTRY PROCEDURES	23-Aug-05	15 MIN
FOOD SERVICE: DIETARY ALLOWANCES MEAL SERVICES	25-Aug-05	15 MIN
POLICY & PROCEDURES: USE OF FORCE	24-Nov-05	15 MIN
POLICY & PROCEDURES: DEPOSITS	26-Nov-05	15 MIN
EVIDENCE COLLECTION PROTOCOL	13-Jan-06	15 MIN
POLICY & PROCEDURES: HUNGER STRIKE	14-Jan-06	15 MIN
CHARGING AN INMATE FOR ASSAULT	19-Jan-06	15 MIN
POLICY & PROCEDURES: HEARING IMPAIRED INMATES	20-Jan-06	15 MIN
POLICY & PROCEDURES: ROLE OF OUTSIDE AGENCIES & MGT	21-Jan-06	15 MIN

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HARRISON COUNTY SHERIFF DEPARTMENT TRAINING RECORD

SECURITY & CONTROL: CENTRAL CONTROL	22-Jan-06	15 MIN
POLICY & PROCEDURES: CLASSIFICATION	26-Jan-06	15 MIN
GENERAL ORDERS #27: NEWS MEDIA	9-Feb-06	15 MIN
ADMINISTRATION: LEGAL ASSISTANCE	10-Feb-06	15 MIN
FISCAL: COMMISSARY/CANTEEN, MANAGEMENT & INMATE FUNDS	12-Feb-06	15 MIN
PERSONNEL: CODE OF ETHICS	17-Feb-06	15 MIN
POST ORDERS: BOOKING CONTROL OFFICER	30-Mar-06	15 MIN
CENTRAL CONTROL POST ORDERS	30-Mar-06	15 MIN
INMATE RELEASE PROCEDURES: ESCORTED LEAVES	6-Apr-06	15 MIN
POLICY & PROCEDURES: CUSTODY INQUIRIES	7-Apr-06	15 MIN
SANITATION & HYGIENE: CLOTH,BED,BATH & PERSONAL SUPPLIES	8-Apr-06	15 MIN
POST ORDERS: MEDICAL WATCH	13-Apr-06	15 MIN
POST ORDERS: PERMETER SECURITY OFFICER	14-Apr-06	15 MIN
ADMINISTRATION & MGT: FACILITY GOALS, PURPOSE & MISSION	15-Apr-06	15 MIN
CELL EXTRACTION	X27-Feb-06	4 HRS
JMS TRAINING	X10-Apr-06	4 HRS
POLICY & PROCEDURES: PERSONNEL RECORDS	19-Apr-06	15 MIN
SECURITY & CONTROL: CORRECTIONAL OFFICER ASSIGNMENT	30-Apr-06	15 MIN
POLICY & PROCEDURES: EVACUATION PLAN	3-May-06	15 MIN
INMATE RIGHTS: ACCESS TO PROGRAMS & SERVICES PROTECT	14-May-06	15 MIN
GENERAL ORDER #41: MARRIAGE BETWEEN DEPARTMENT EMPLO	17-May-06	15 MIN
POLICY & PROCEDURES: HEALTH CARE SERVICES	18-May-06	15 MIN
ADMINISTRATION & MGT: APPOINTED PERSONNEL & MGT TABLE	22-May-06	15 MIN
POLICY & PROCEDURES: CODE OF ETHICS	6-Jun-06	15 MIN
POLICY & PROCEDURES: NATURAL DISASTER PLAN	11-Jun-06	15 MIN
POLICY & PROCEDURES: FLAMMABLE, TOXIC & CAUSTIC MATERIAL	20-Jun-06	15 MIN
6/23/06 MEMO: MEAL ACCOUNTABILITY SHEET	23-Jun-06	15 MIN
USE OF FORCE & USE OF RESTRAINTS POLICIES	12-Oct-06	15 MIN
POLICY & PROCEDURE: GENERAL RULES OF CONDUCT:	16-Oct-06	15 MIN
POST ORDERS: B BLOCK	21-Oct-06	15 MIN
POINT CONTROL TARGET AREAS	22-Oct-06	15 MIN
INMATE RIGHTS: ACCESS TO COUNSEL	27-Nov-06	15 MIN
POST ORDER	29-Dec-06	15 MIN
POLICY & PROCEDURES: SOCIAL SERVICE & SUBSTANCE ABUSE	3-Jan-07	15 MIN
POLICY & PROCEDURES: CUSTODY INQUIRIES	8-Jan-07	15 MIN
FOOD SERVICE MENU PLANNING: DIETARY ALLOWANCES MEAL S	12-Jan-07	15 MIN
ADMINISTRATION: DETENTION CENTER INSPECTIONS & INVESTIGA	14-Jan-07	15 MIN

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HARRISON COUNTY SHERIFF DEPARTMENT TRAINING RECORD

OC RECERTIFICATION	X 19-Jan-07	4 HRS
FOOD SERVICE: SPECIAL DIETS	22-Jan-07	15 MIN
HEALTH CARE: DENTAL SERVICES	23-Jan-07	15 MIN
FOOD SERVICE: HEALTH & SAFETY REGULATION INSPECTIONS	26-Jan-07	15 MIN
POLICY & PROCEDURES: SECURITY SUPERVISION OF HOLDING CE	31-Jan-07	15 MIN
POLICY & PROCEDURES: JUVENILE INMATES	10-Feb-07	15 MIN
2/6/07 MEMO: RECEIVING PERSONAL PROPERTY FROM INMATES	15-Feb-07	15 MIN
POLICY & PROCEDURES: INMATE HOUSING & OBSERVATION	28-Feb-07	15 MIN
POLICY & PROCEDURES: TOURS	5-Mar-07	15 MIN
MEMO: SECURITY THREAT GROUP	6-Mar-07	15 MIN
POLICY & PROCEDURES: FEMALE INMATES	9-Mar-07	15 MIN
3/6/07 MEMO: STG INMATE CEDRIC PAGE	10-Mar-07	15 MIN
FISCAL: COMMISSARY/CANTEEN, MGT & INMATE FUNDS	11-Mar-07	15 MIN
CORRECTIONAL COMMAND SPANISH	X 12-Mar-07	8 HRS
PERSONNEL: AFFIRMATIVE ACTION PLAN	15-Mar-07	15 MIN
POLICY & PROCEDURES: INMATE HOUSING & OBSERVATION	20-Mar-07	15 MIN
POLICY & PROCEDURES: TELEPHONE USAGE	23-Mar-07	15 MIN
PERSONNEL SELECTION & RETENTION	29-Mar-07	15 MIN
POLICY & PROCEDURES: SECURITY SUPERVISION OF HOLDING CE	16-Apr-07	15 MIN
POLICY & PROCEDURES: COMMUNICATION: INTERNAL & EXTERNAL	21-Apr-07	15 MIN
POLICY & PROCEDURES: GENERAL RULES OF CONDUCT	25-Apr-07	15 MIN
POLICY & PROCEDURES: PERSONAL PROPERTY INVENTORY	26-Apr-07	15 MIN
KEY CONTROL	X 27-Apr-07	4 HRS
PERSONNEL: SEXUAL HARASSMENT	3-May-07	15 MIN
POLICY & PROCEDURES: USE OF RESTRAINTS	9-May-07	15 MIN
POLICY & PROCEDURES: EMERGENCY HURRICANE PROCEDURES	10-May-07	15 MIN
POLICY & PROCEDURES: GENERAL RULES OF CONDUCT	28-May-07	15 MIN
PERSONNEL: CODE OF ETHICS	17-Jun-07	15 MIN
POLICY & PROCEDURES: COUNTS	21-Jun-07	15 MIN
POLICY & PROCEDURES: FIRE & EVACUATION	26-Jun-07	15 MIN
POLICY & PROCEDURES: NATURAL DISASTER PLAN	29-Jun-07	15 MIN
POLICY & PROCEDURES: INMATE GRIEVANCE	30-Jun-07	15 MIN
POLICY & PROCEDURES: CLASSIFICATION	4-Jul-07	15 min
POLICY & PROCEDURES: INMATE HOUSING & OBSERVATION	5-Jul-07	15 MIN
POLICY & PROCEDURES: SEARCH	9-Jul-07	15 MIN
POLICY & PROCEDURES: RULES OF CONDUCT	10-Jul-07	15 MIN
POLICY & PROCEDURES: DISCIPLINE PROCEDURES	18-Jul-07	15 MIN

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HARRISON COUNTY SHERIFF DEPARTMENT TRAINING RECORD

POLICY & PROCEDURES: LEGAL ASSISTANCE	19-Jul-07	15 MIN
POLICY & PROCEDURES: UNIFORM & PERSONAL APPEARANCE	23-Jul-07	15 MIN
POLICY & PROCEDURES: FACILITY GOALS, PURPOSE & MISSION	24-Jul-07	15 MIN
POLICY & PROCEDURES: FIRE & EVACUATION	6-Aug-07	15 MIN
POLICY & PROCEDURES: JUVENILE INMATES	7-Aug-07	15 MIN
ACA STANDARDS: HAIR CARE SERVICES	10-Aug-07	15 MIN
ACA STANDARDS: DENTAL SERVICES	11-Aug-07	15 MIN
POLICY & PROCEDURES: SECURITY SHIFT BRIEFINGS & SHIFT DUT	15-Aug-07	15 MIN
ACA STANDARDS: SEXUAL HARASSMENT	16-Aug-07	15 MIN
ACA STANDARDS: HEALTH CARE	10-Sep-07	15 MIN
MEMO INTER-OFFICE: B BLOCK OPERATIONS	26-Sep-07	15 MIN
IN-SERVICE TRAINING: VERBAL JUDO	X25-Sep-07	8 HRS
ACA STANDARDS: SECURITY & CONTROL; CONTROL OF CONTRABA	19-Nov-07	15 MIN

LAST UPDATED 2/28/2008



George H. Payne Jr.
Sheriff

HARRISON COUNTY SHERIFF'S DEPARTMENT

Post Office Box 1480
Gulfport, Mississippi 39502

March 25, 2007

Annie Kelly
Badge # 181

You have successfully completed the Oleoresin Capsicum (O.C.) Re-certification requirements. Your certification expires January 19, 2008. To keep your qualification to carry the O.C. spray, please continue to up-date your certification yearly. A copy of this letter will be placed in your personal training file in the training department.

If you have any questions or need additional information, you may contact the training department at 604-2361.

Sincerely,

A stylized, handwritten signature in black ink, appearing to read "K. Rogers".

Captain Kenneth Rogers
O.C. Instructor



HARRISON COUNTY SHERIFF'S DEPARTMENT

George H. Payne, Jr.
Sheriff

Post Office Box 1480
Gulfport, Mississippi 39502

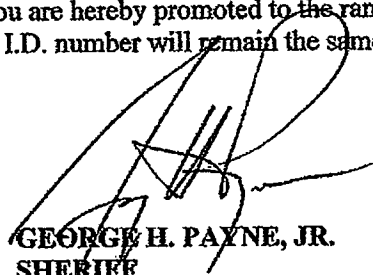
Personnel Order: 07-0347

August 30, 2007

SUBJECT: PROMOTION

TO: ANNIE KELLY

Effective, Saturday, September 15, 2007, you are hereby promoted to the rank of Captain assigned to the Corrections Division. Your I.D. number will remain the same and your salary shall be as indicated.



GEORGE H. PAYNE, JR.
SHERIFF
HARRISON COUNTY

GHP/plp

cc: Personnel File
Major Wayne H. Payne
Dr. Donald Cabana, Warden
Captain Walter Pitts
Captain Steve Campbell
Captain Windy Swetman
Captain Alvin King
Captain Kenneth Rogers
Captain Joe Pevey
Captain Tony Sauro
Captain Patrick Coleman
Captain Ron Pullen
Lt. Phil Marr
Lt. Bruce Dubuisson
Lt. Thomas Clifford
Lt. Jim Randall
Corporal James McMahan
Regina Leslie, Records
Kendra Necaie, Payroll
Sherry Cruthirds, Inventory Administrator
Civil Service Commission
Rhonda Faul, Payroll
Dina Bates, Harrison County Personnel
Becky Collins, Recruiter



HARRISON COUNTY SHERIFF'S DEPARTMENT

George H. Payne, Jr.
Sheriff

Post Office Box 1480
Gulfport, Mississippi 39502

Personnel Order: 2006-0182

Date: AUGUST 3, 2006
Subject: MILITARY ASSIGNMENT
To: ANNIE KELLY

Effective, Monday, July 3, 2006, you will be place on Military Leave thru Saturday, September 30, 2006.

George H. Payne, Jr.
Sheriff
Harrison County, Mississippi

GHP/plp

Personnel File	Captain Tony Sauro
Major Wayne H. Payne	Captain Patrick Coleman
Major Dianne Riley	Captain Ron Pullen
Captain Rick Gaston	Lt. Phil Marr
Captain Steve Campbell	Lt. Bruce Dubuisson
Captain Rupert Lacy	Lt. Thomas Clifford
Captain Phil Taylor	
Captain Walter Pitts	
Captain Windy Swetman	
Lieutenant Joe Pevey	
Lieutenant Jim Randall	
Kendra Necaie, Payroll/Time	
Regina Leslie, Records Division	
Sherry Cruthirds, Supply/Inventory Clerk	
Civil Service Commission	
Rhonda Faul, Harrison County Payroll	
Dina Bates, Harrison County Personnel	
Norma Lear, Harrison County Chancery Clerks Office	



HARRISON COUNTY SHERIFF'S DEPARTMENT

George H. Payne, Jr.
Sheriff

Post Office Box 1480
Gulfport, Mississippi 39502

Personnel Order: 2003-0240

Date: December 1, 2003
Subject: PROMOTION
To: CORRECTIONAL OFFICER ANNIE KELLY

Effective, Monday, December 1, 2003 you are hereby promoted to FTO Training Officer with the Correctional Division. Your I.D. number will remain the same.

A large, stylized handwritten signature in black ink, appearing to read "G. H. Payne, Jr.".

George H. Payne, Jr.
Sheriff

cc: Personnel File
Major Richard Smith
Major Dianne Riley
Chief of Security Rick Gaston
Captain Lou Bissonnette
Captain Rupert Lacy
Captain Phil Taylor
Lieutenant Walter Pitts
Lieutenant Jim Randall
Sergeant April Krieger
Dee Greer, Payroll/Time
Regina Leslie, Records Division
Sandy Ricket, Inventory Administrator
Civil Service Commission
Rhonda Faul, Harrison County Payroll
Londa Thorstenson, Harrison County Personnel
Lynn Frederick, Harrison County Chancery Clerks Office



HARRISON COUNTY SHERIFF'S DEPARTMENT

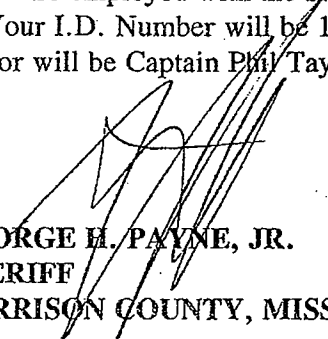
George H. Payne, Jr.
Sheriff

Post Office Box 1480
Gulfport, Mississippi 39502

Personnel Order: 03-0029

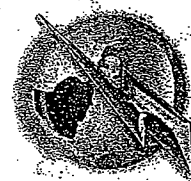
Date: JANUARY 30, 2003
Subject: EMPLOYMENT FULL-TIME HOURLY
TO: ANNIE KELLY

Effective Monday, February 3, 2003, you are employed with the Harrison County Sheriff's Department as a Correctional Officer. Your I.D. Number will be 181 and your hourly rate of pay shall be as indicated. Your supervisor will be Captain Phil Taylor.


GEORGE H. PAYNE, JR.
SHERIFF
HARRISON COUNTY, MISSISSIPPI

GHP/plp

Personnel File
Major E. R. Cook
Major Melvin Brisolara
Major Dianne Riley
Captain Phil Taylor
Rick Gaston, Chief of Security
Captain Lou Bissonette
Captain Rupert H. Lacy
Lieutenant Walter Pitts
Sergeant April Krieger
Regina Leslie, Records
Sandy Ricket, Inventory Administrator
Shirley Ross, Civil Service Commission
Rhonda Faul, Payroll
Londa Thorstenson, Harrison County Personnel
Lynn Frederick, Chancery Clerks Office



TASER
INTERNATIONAL®

TASER® X26 CERTIFICATION

ANNIE KELLY

Certified User

This Certifies that

Annie Kelly

is trained in the proper and safe use of the TASER® X26 Conducted Energy Weapon and has passed the requirements of the TASER X26 law enforcement and corrections training program under the supervision of a Certified Instructor. Certification will expire one year from date of signature.

In Witness Whereof, Certified Instructor

Rupert H. Lacy

has certified the successful completion of the training requirements this day

February 3, 2006

Certified Instructor:

Certified Instructor ID:

0006080501914128713460



AMERICAN CORRECTIONAL ASSOCIATION

4380 FORBES BOULEVARD • LANHAM, MARYLAND 20706-4322

301 • 918 • 1800 FAX 301 • 918 • 1900

WWW.ACA.ORG

August 17, 2005

Annie Kelly
Harrison County Adult Detention Center
Attn: Paula Hentges, Training Dept.
10451 Larkin Smith Drive
Gulfport, MS 39503-4615

Dear Ms. Kelly:

Congratulations on your successful completion of the American Correctional Association's Working with Manipulative Inmates Self-Instructional Course.

Having completed this training program, you are now eligible to receive continuing education units (CEU's) from University of Maryland, College Park. If you would like to receive CEU's, complete the enclosed registration form and mail it to the American Correctional Association. Please make out your check or money order to ACA in the amount of \$18.00.

Please note also that several of ACA's self-instructional courses have been reviewed by and recommended for college credits. The enclosed sheet provides information on how to go about getting the credits on your transcript. For information on other ACA programs eligible for college credit, please check our website at www.aca.org.

Once again, I commend your efforts and encourage you to have a copy of this letter placed in your personnel file along with your transcript. If you have any questions or need additional information, please email the Professional Development staff at collegedcredits@aca.org.

Sincerely,

William W. Sondervan, Ed.D., CCE
Director, Professional Development

Participant ID# 10703271

Enclosures:

Certificate, CEU Form, Request Form

Your Grade(s):



American Correctional Association

Presents this Certificate of Completion

to

Annie Kelly

*In Recognition of Your Continued Professional Development
Through the Successful Completion
of The 24 Hour
Working with Manipulative Inmates Self-Instructional Course*

August 2005

DATE

Dennis J. Sullivan

DIRECTOR

PROFESSIONAL DEVELOPMENT

Jim Bondur

EXECUTIVE DIRECTOR

Memorandum Receipt

Date: B-24-05.

I Annie Kelly received a copy of the memo generated by
(Print Name)

Major Smith regarding **Off-Duty Uniform Guidelines** dated March 22, 2005.

Officers Signature: 

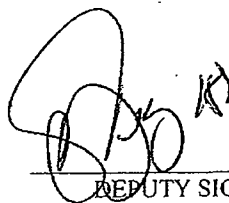
Badge # 81

SHIFT TRAINING

POLICY AND PROCEDURE DIRECTIVE

On 8-18-05, I Annie Kelly received a 15-Minute
(DATE) (NAME)

Block Training On Escape / Assault risk inmate During The 2300-0700 Hour Shift Briefing.



DEPUTY SIGNATURE AND BADGE NUMBER

Sgt. Leonard #156
Supervisor / Instructor

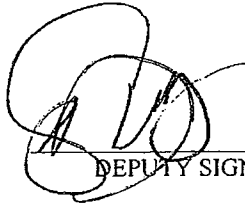
Sgt. Reese #159
Supervisor / Instructor

SHIFT TRAINING

POLICY AND PROCEDURE DIRECTIVE

On 1.7.05, I Annie Kelly received a 15-Minute
(DATE) (NAME)

Block Training On Items to be forwarded daily, During The 2300-0700 Hour Shift Briefing.



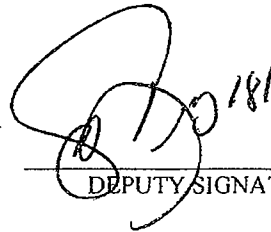
DEPUTY SIGNATURE AND BADGE NUMBER

Sgt. Leonard #156
Supervisor / Instructor

Sgt. Reese #159
Supervisor / Instructor

SHIFT TRAINING

On February 5, 2005, I Anne Kelly received a 15-Minute Block Training On Inmate grievance report During The 2300-0700 Hour Shift Briefing.

181

DEPUTY SIGNATURE AND BADGE NUMBER


Sgt. Leonard #156
Supervisor / Instructor

SHIFT TRAINING

POLICY AND PROCEDURE DIRECTIVE

On 08-6-05, I Annie Kelly received a 15-Minute
(DATE) (NAME)

Block Training On Return of issued radios, During The 2300-0700 Hour Shift Briefing.

 156


DEPUTY SIGNATURE AND BADGE NUMBER

Sgt. Leonard #156
Supervisor / Instructor

Sgt. Reese #159
Supervisor / Instructor

SHIFT TRAINING

On January 31, 2005, I Annie Kelly received a 15-Minute Block Training On Attendance Records During The 2300-0700 Hour Shift Briefing.

 181

DEPUTY SIGNATURE AND BADGE NUMBER

Sgt. Leonard, E. #156
Supervisor / Instructor

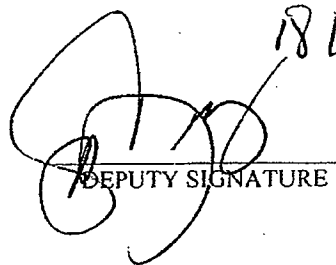
Sgt. Reese, D. #159
Supervisor / Instructor

SHIFT TRAINING

POLICY AND PROCEDURE DIRECTIVE

ON 1-21-05, Annie Kelly RECEIVED A 15-MINUTE

TRAINING ON MEMO ON MALE OFFICERS ENTERING FEMALE HOUSING AREAS 2245-0700
HOUR SHIFTS BRIEFING.

 181

DEPUTY SIGNATURE AND BADGE NUMBER

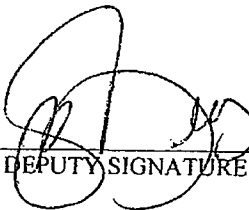
SGT. LEONARD #156
SHIFT SUPERVISOR

SGT. REESE #159
SHIFT SUPERVISOR

SHIFT TRAINING

POLICY AND PROCEDURE DIRECTIVE

ON 1-20-05, Annie Kelly RECEIVED A 15-MINUTE
TRAINING ON MEMO ON SEARCHING OF INMATES 2245-0700 HOUR SHIFTS BRIEFING.

 181

DEPUTY SIGNATURE AND BADGE NUMBER

SGT. LEONARD #156
SHIFT SUPERVISOR

SGT. REESE #159
SHIFT SUPERVISOR



AMERICAN CORRECTIONAL ASSOCIATION

4380 FORBES BOULEVARD • LANHAM, MARYLAND 20706-4322

301 • 918 • 1800 FAX 301 • 918 • 1900

WWW.ACA.ORG

August 12, 2005

Annie Kelly
Harrison County Adult Detention Center
Attn: Paula Hentges
10451 Larkin Smith Drive
Gulfport, MS 39503-4615

Dear Ms. Kelly:

Congratulations on your successful completion of the American Correctional Association's Correctional Supervision I Self-Instructional Course.

Having completed this training program, you are now eligible to receive continuing education units (CEU's) from University of Maryland, College Park. If you would like to receive CEU's, complete the enclosed registration form and mail it to the American Correctional Association. Please make out your check or money order to ACA in the amount of \$18.00.

Please note also that several of ACA's self-instructional courses have been reviewed by and recommended for college credits. The enclosed sheet provides information on how to go about getting the credits on your transcript. For information on other ACA programs eligible for college credit, please check our website at www.aca.org.

Once again, I commend your efforts and encourage you to have a copy of this letter placed in your personnel file along with your transcript. If you have any questions or need additional information, please email the Professional Development staff at collegedcredits@aca.org.

Sincerely,

William W. Sondervan, Ed.D., CCE
Director, Professional Development

Participant ID# 10703271

Enclosures:

Certificate, CEU Form, Request Form

Your Grade(s):

ACA
FOUNDED 1870

American Correctional Association

Certificate of Completion

Presents this

to

Annie Kelly

*In Recognition of Your Continued Professional Development
Through the Successful Completion
of The 40 Hour
Correctional Supervision I Self-Instructional Course*

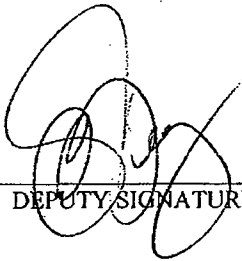
August 2005
DATE

David Anderson
DIRECTOR
PROFESSIONAL DEVELOPMENT
Jim Snyder
EXECUTIVE DIRECTOR

SHIFT TRAINING

POLICY AND PROCEDURE DIRECTIVE

ON 1-19-05, Annie May RECEIVED A 15-MINUTE
TRAINING ON Post Orders 2245-0700 HOUR SHIFTS BRIEFING.



DEPUTY SIGNATURE AND BADGE NUMBER


SGT. LEGE #155
SHIFT SUPERVISOR

SGT. REESE #159
SHIFT SUPERVISOR

SHIFT TRAINING

POLICY AND PROCEDURE DIRECTIVE

ON 1-10-04, Annie Kelly RECEIVED A 15-MINUTE
TRAINING ON TIME SHEET 2245-0700 HOUR SHIFTS BRIEFING.

 181
DEPUTY SIGNATURE AND BADGE NUMBER

SGT. REESE #159
SHIFT SUPERVISOR

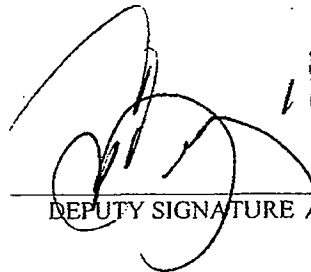
SGT. LEONARD #156
SHIFT SUPERVISOR

SGT. LEGE #155
SHIFT SUPERVISOR

SHIFT TRAINING

POLICY AND PROCEDURE DIRECTIVE

ON 1-10-08, 1 Annie Kelly RECEIVED A 15-MINUTE
TRAINING ON CHANGE OF CUSTODY 2245-0700 HOUR SHIFTS BRIEFING.

 181

DEPUTY SIGNATURE AND BADGE NUMBER

SGT. REESE #159
SHIFT SUPERVISOR

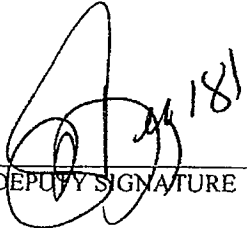
SGT. LEONARD #156
SHIFT SUPERVISOR

SGT. LEGE #155
SHIFT SUPERVISOR

SHIFT TRAINING

POLICY AND PROCEDURE DIRECTIVE

ON January 4, 2005, I Annie Kelly RECEIVED A 15-MINUTE
TRAINING ON RELIGIOUS PROGRAMS/CHAPLAINRY 2245-0700 HOUR SHIFTS BRIEFING.



DEPUTY SIGNATURE AND BADGE NUMBER

SGT. REESE #159
SHIFT SUPERVISOR

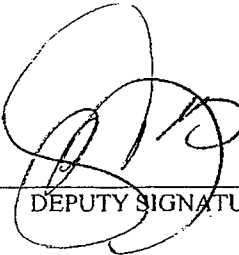
SGT. LEONARD #156
SHIFT SUPERVISOR

SGT. LEGE #155
SHIFT SUPERVISOR

SHIFT TRAINING

POLICY AND PROCEDURE DIRECTIVE

ON December 30 2004, I Annie Kelly RECEIVED a 15-MINUTE
TRAINING ON SUICIDE WATCH AND COLOR CODE FOR FIRE EVACUATION KEYS 2245-0700
HOUR SHIFTS BRIEFING.

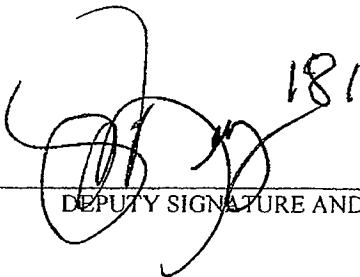
A handwritten signature, likely of the deputy, consisting of several overlapping loops and a final flourish.

DEPUTY SIGNATURE AND BADGE NUMBER

SGT. LEGE #155
SHIFT SUPERVISOR

SHIFT TRAINING

On December 22, 2004, I Annie Kelly received a 15-Minute Block Training On Suicide Watch, During The 2600-0700 Hour Shift Briefing.


DEPUTY SIGNATURE AND BADGE NUMBER

Sgt. Dedri Caldwell #152
Supervisor / Instructor

SHIFT TRAINING

POLICY AND PROCEDURE DIRECTIVE

ON, 9-29-08, Annie Rely RECEIVED a 15-MINUTE BLOCK
PRINT NAME
TRAINING ON POLICY AND PROCEDURE, USE OF FORCE; DURING THE 2300/0700 HOUR
SHIFTS BRIEFING.

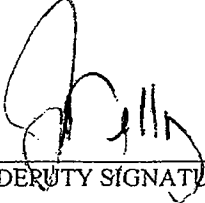

DEPUTY SIGNATURE AND BADGE NUMBER

SHIFT SUPERVISORS/INSTRUCTOR
SGT. LESLIE MATHIS #228

SHIFT TRAINING

INTER-OFFICE MEMO

On December 16, 2004, I Annie Kelly received a 15-Minute Block Training On An Inter-Office Memo On Replacement Inmate ID Bands, During The 2300-0700 Hour Shift Briefing.


 181

DEPUTY SIGNATURE AND BADGE NUMBER

Sgt. Dedri Caldwell #314
Supervisor / Instructor

SHIFT TRAINING

On December 23, 2004, I Annie Kelly received a 15-Minute Block Training On Suicide Crisis Intervention, During The 2300-0700 Hour Shift Briefing.

 181

DEPUTY SIGNATURE AND BADGE NUMBER

Sgt. Dedri Caldwell #152
Supervisor / Instructor

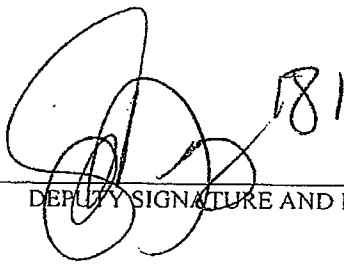
Sgt. Leslie Mathis #157
Supervisor / Instructor

SHIFT TRAINING

POLICY AND PROCEDURE DIRECTIVE

ON, 9-24-08, Annie Kelly RECEIVED a 15-MINUTE BLOCK
PRINT NAME

TRAINING ON POLICY AND PROCEDURE, RIOTS AND DISTURBANCES; DURING THE
2300/0700 HOUR SHIFTS BRIEFING.


DEPUTY SIGNATURE AND BADGE NUMBER

SHIFT SUPERVISORS/INSTRUCTOR
SGT. LESLIE MATHIS #228
SGT. DEDRI CALDWELL #314

SHIFT TRAINING

POLICY AND PROCEDURE DIRECTIVE

ON, 8-22-04 Annie Kelly RECEIVED a 15-MINUTE BLOCK
PRINT NAME

TRAINING ON POLICY AND PROCEDURE, SECURITY SUPERVISION OF HOLDING CELLS;
DURING THE 2300/0700 HOUR SHIFTS BRIEFING.

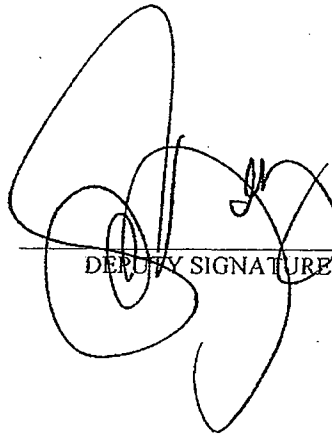
[Signature] 181
DEPUTY SIGNATURE AND BADGE NUMBER

SHIFT SUPERVISORS/INSTRUCTOR
SGT. LESLIE MATHIS #228
SGT. DEDRI CALDWELL #314

SHIFT TRAINING

POLICY AND PROCEDURE DIRECTIVE

On September 7, 2004, I Annie Kelly received a 15-Minute Block Training From The Policy And Procedure Directive On special Needs Inmates, During The 2245-0700 Hour Shift Briefing.

 181

DEPUTY SIGNATURE AND BADGE NUMBER

Sgt. Nathan Ellsberry #231
Supervisor / Instructor

Sgt. Dedri Caldwell #314
Supervisor / Instructor

HARRISON COUNTY SHERIFF'S DEPARTMENT
TRAINING ATTENDANCE RECORD

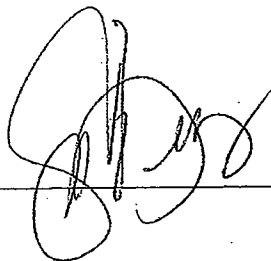
Annie Kelly ATTENDED A TRAINING CLASS
(NAME)

TITLED How not to become a Hostage

ON July 14 2004 AND RECEIVED _____

TRAINING CREDIT HOUR (S) / MINUTE (S).

CERTIFIED SIGNATURE: _____



NAME OF CERTIFYING INDIVIDUAL: _____

Annie Kelly #18
(PRINT)

**HARRISON COUNTY SHERIFF'S DEPARTMENT
TRAINING ATTENDANCE RECORD**

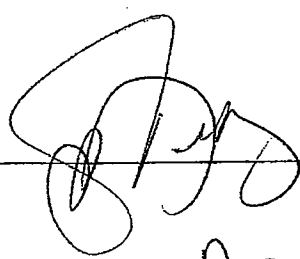
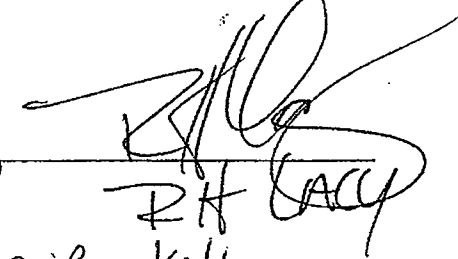
Annie Kelly ATTENDED A TRAINING CLASS
(NAME)

TITLED OC

ON June 2004 AND RECEIVED 1.0

TRAINING CREDIT HOUR (S) / MINUTE (S).

CERTIFIED SIGNATURE:

NAME OF CERTIFYING INDIVIDUAL:

Annie Kelly
(PRINT)

HARRISON COUNTY SHERIFF'S DEPARTMENT
TRAINING ATTENDANCE RECORD

Annie Kelly ATTENDED A TRAINING CLASS
(NAME)
TITLED Sexual Harrassment
ON 5-13 2004 AND RECEIVED 3

TRAINING CREDIT HOUR (S) / MINUTE (S).

CERTIFIED SIGNATURE: Sgt. April Krieger

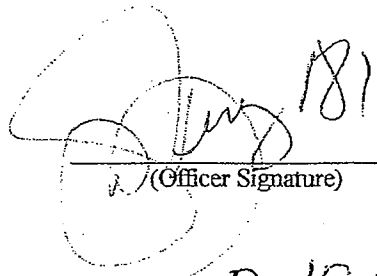
NAME OF CERTIFYING INDIVIDUAL: Krieger
(PRINT)

ACKNOWLEDGEMENT RECEIPT

I, Annie Kelly, have this date received the following
(print full name)

document(s) from Sgt Rogers:
(officer/supervisor)

- ☐ Narrative(s)
- ☐ Informal Counseling
- ☐ Formal Written Counseling
- ☐ Intent to Initiate Corrective Measures
- ☒ Policy on Personnel Records



(Officer Signature)

8-10-04
(Date)

cc: Major Riley
Captain Taylor
Personnel File

**HARRISON COUNTY SHERIFF'S DEPARTMENT
TRAINING ATTENDANCE RECORD**

Annie Kelly ATTENDED A TRAINING CLASS
(NAME)

TITLED Sign Language

ON 2.12 2004 AND RECEIVED _____

TRAINING CREDIT HOUR (S) / MINUTE (S).

CERTIFIED SIGNATURE: _____

NAME OF CERTIFYING INDIVIDUAL: Shelley Masam
(PRINT)

HARRISON COUNTY SHERIFF'S DEPARTMENT
TRAINING ATTENDANCE RECORD

Annie Kelly ATTENDED A TRAINING CLASS
(NAME)

TITLED FTD Gang Awareness

ON 1-21 2008 AND RECEIVED _____

TRAINING CREDIT HOUR (S) / MINUTE (S).

CERTIFIED SIGNATURE: [Signature]

NAME OF CERTIFYING INDIVIDUAL: Anthony Kelly
(PRINT)